

**Churchill Village South Homeowners Association  
Board of Directors Meeting  
June 14, 2017**

The Board of Directors of Churchill Village South Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, June 14, 2017 at 7:00 p.m.

**Board Members Present:**

Jim Ganz, President  
Steve Buc, Vice President (Arr. 7:15 p.m.)  
Robert Fuss, Treasurer  
Kathie Matthews, Secretary

**Also Present:**

Debbie Montgomery, Community Manager  
Craig Wilson, Vanguard Management  
Ruth Ann Allen, Recording Secretary

**Board Member Absent:**

Aaron Skolnik, Director

**Homeowners Present:**

Gayle Komisar, 20222 Waterside Drive  
Joel Perloth, 19918 Wyman Way  
Brian Williams, 220040 Lake Park Drive  
Kevin David, 13517 Winterspoon Lane  
Marshall Hutton, 20058 Lake Park Drive

**A. ARCHITECTURAL CONTROL COMMITTEE (ACC)**

1. 13521 Walnutwood Lane

Management received an Architectural Change Application from 13521 Walnutwood Lane to replace the bay window with white trim.

**MOTION:** (Kathie/Jim) Accept the Architectural Change Application from 13521 Walnutwood Lane for replacement of bay window from brown to white trim.

**Vote:** Motion Passed – Unanimous

2. 19948 Lake Park Drive

Management received an Architectural Change Application from 19948 Lake Park Drive for a four-foot (4') extension to the deck. The application has been approved by the Willow Cove Townhome Condominium Board of Directors.

**MOTION:** (Jim/Robert) Accept the Architectural Change Application from 19948 Lake Park Drive for addition onto the back of the deck.

**Vote:** Motion Passed – Unanimous

**B. CALL TO ORDER**

The June Board of Directors Meeting was called to order by Jim Ganz at 7:13 p.m.

**C. BOARD MEMBER APPOINTMENT**

**MOTION:** (Jim/Kathie) Appoint Craig Wilson, Vanguard Management, as temporary Board member for purpose of quorum.

**Vote:** Motion Passed – 3 ayes/0 nays/ 1 abstention (Craig)

**D. SWIM TEAM BANK ACCOUNT**

It was noted that Bank of America closed the swim team account December 2016 when the bank was unsuccessful in getting in touch with any swim team representatives regarding non-compliance with “new” Patriot Act regulations. Mr. Perlroth, Swim Team Treasurer, has subsequently received the check from the closed account.

Mr. Perlroth stated that the swim team is trying to open a new account and is requesting a letter from CVS stating that the swim team is part of CVS community along with the CVS Federal Tax Identification number. Management provided the Board with a draft Administrative Resolution to Establish the Swim Team as a Committee and Bank Account Procedures. This will place the Swim Team as an official committee of CVS.

The Board requested that the monthly bank statements be sent to both the swim team and Vanguard Management.

**MOTION:** (Jim/Kathie) Accept the administration resolution to establish the CVS Swim Team as a committee under the auspices of the CVS HOA.

**Vote:** Motion Passed – 3 ayes/0 nays/2 abstentions (Jim/Craig)

**E. HOMEOWNER OPEN FORUM**

1. Gayle Komisar, 20222 Waterside Drive, provided the Board with photos of homes that are in disrepair and may be in violation.

Ms. Komisar also inquired about the status of the common area tree behind her townhouse and the island in front of her home. Management noted that both of these matters are on the agenda of the Board Meeting.

Ms. Komisar inquired about the parking of commercial vehicles in the community. Management noted that no commercial vehicle can be parked on private streets and parking lots in CVS. Ms. Komisar also inquired what defines a commercial vehicle. Management also noted that it is difficult and almost impossible to enforce rules limiting parking of commercial vehicles in the community. The required State and County Towing Signs would need to be installed throughout the community and a tow warning would need to be placed on each offending vehicle.

Ms. Komisar also inquired about parking of motorcycles in the community. Management noted that there are no special rules for parking of motorcycles, but if the motorcycle has not moved for thirty (30) days a tow warning can be placed on the motorcycle. Management noted that many people park their motorcycles horizontally in the same parking space as their car so as to not take up a second space.

2. Kevin David, 19990 Winterspoon Lane, noted that since the window next to the entrance door of the Winterspoon pool house was removed, the sign noting whether that the pool is open or

closed has not been displayed. Mr. David requested that a location for the the open/closed sign place be identified.

Robert Fuss also noted that the sign at the Winterspoon Pool, stating that handicap access is available at the Wanegarden Pool, needs to be placed where it can be readily seen.

It was noted that when the landscapers were recently working inside the Winterspoon Pool fenced in area, the gates were left opened and residents entered the pool thinking that the pool was open. The Board noted that the landscaper needs to be reminded to closed the pool gate when working in the pool area.

3. Kathie Matthews inquired if the dead tree at 20010 Lake Park Drive is on the list for tree removals. Management noted that the tree is on the list.
  
4. Kathie Matthews noted that she had been privy to a not so nice email from a member of the Willow Cove Parking Committee (WCPC) noting her position on the Board of Directors and observing that her family was parking in the reserved parking space of a homeowner on the Lake Park Circle who is currently out of town. Ms. Matthews noted that she had received permission from the owner for her family to park in that space when the homeowner is away. Ms. Matthews noted her displeasure that a member of the WCPC would send such an email and the writer of the email overstepped the rules of the WCPC.

Ms. Matthews requested that the “purpose” of the Willow Cove Parking Committee be clarified.

Jim Ganz noted that the WCPC should only be making observations and reporting to the Board on whether residents and visitors are complying with the reserved parking in the Willow Cove Circle area and that the best of neighborly relations needs to be respected in the Willow Cove Circle area.

## F. MINUTES

1. May 10, 2017 Board of Directors Meeting Minutes

**MOTION:** (Jim/Robert) Accept the CVS Board of Directors Meeting Minutes of May 10, 2017 as submitted.

**Vote:** Motion Passed – 4 ayes/0 nays/1 abstention (Craig)

## G. COMMITTEE REPORTS

1. Willow Cove Parking Committee

Marshall Hutton, Willow Cove Parking Committee, reported the Committee’s initial observation that homeowners are respecting the reserved parking spaces and the change has been well received. Homeowners have been polite in telling people not to park in the reserved spaces. The biggest problem is still the townhome that has nine (9) vehicles associated with it.

Mr. Ganz reminded Mr. Hutton that members of the ECPC need to be reminded to observe and make notations to report back to the Board of Directors.

2. Pool Social Events

Management received a revised community pool party schedule from the Social Coordinator for CVS. The initial schedule was approved by the Board via email. The revision changes the July Adult Pool Party from July 16<sup>th</sup> to July 15<sup>th</sup>.

The other scheduled pool parties are on June 16<sup>th</sup>, July 4<sup>th</sup>, and September 4<sup>th</sup>.

**MOTION:** (Jim/Kathie) Ratify the email vote for the approval of pool parties with the revised changes.

**Vote:** Motion Passed – Unanimous

3. Pool Rules

Management noted that during a review of the current swimming pool rules the rule identifying an “Adult Swim” period may be in conflict with the Fair Housing Act. In prior years, the “Adult Swim” period has been the fifteen (15) minutes before every hour. Management noted that the agencies that enforce the Fair Housing Act are very protective of the rights of children and look unfavorably upon any “facially discriminatory rules” that treat children and/or families with children less favorable than adult-only households. Management recommended two different changes to the wording of Rule #21 to be proactive in eliminating the “Adult Swim” period, however, the Board decided not to change the wording at this time.

4. Waterside Drive Island Landscaping

Management provided the Board with a proposal from Classic Landscapes for remove wood chips, amend soil, install thirteen (13) one-gallon Liriope, one eight-foot (8’) Magnolia “Jane” and mulch the planting bed for a total of \$1,447.00. An additional \$358.00 will be added if it is necessary to remove any remaining stump.

**MOTION:** (Jim/Kathie) Accept the proposal from Classic Landscapes for redesign of the island bed at 20220-20222 Waterside Drive at a cost of \$1,447.00 and if necessary, to remove the stump for an extra \$358.00 not to exceed a total of \$1,805.00.

**Vote:** Motion Passed – 4 ayes/0 nays/1 abstention (Craig)

5. Tree Removal and Trimming Proposals

Management provided the Board with updated proposals for tree work in CVS. The Board agreed to accept the proposal from McFall & Berry in the amount of \$13,495.00.

**MOTION:** (Jim/Steve) Accept the proposal from McFall & Berry for tree removal and tree trimming at a cost not to exceed \$13,495.00.

Management will walk the property with McFall & Berry and mark the trees.

**Vote:** Motion Passed – 4 ayes/0 nays/1 abstention (Craig)

6. Drainage Issue – 13219 Meander Cove Drive

Management has received the schematics and details regarding the drainage issue by 13214 Meander Cove Drive. Management provided the Board with a proposal from Charles P. Johnson (CPJ) to prepare a request for proposal, solicit bids, and perform weekly construction inspection for a total cost of \$9,920.00. The Board requested that Management go back to CPJ and ask if there is a way to scale back the plans for repair of the drainage issue.

7. Handicap Parking Space Request

Management received a request from 20022 Lake Park Drive for a handicap space along with the assigned space. It was noted that this owner is currently out of town for an extended period of time. The Board tabled any action on this request until the homeowner is again staying in the home fulltime.

8. Towing Contract and Signs

Management provided the Board with a proposal from Custom Towing, as requested by residents from The Villas at Willow Cove Condominium, to address the problem of non-residents of The Villas parking in the lots within The Villas. The cost to install towing signs to meet Montgomery County Code is \$135.00 per sign. Management noted that probably five (5) signs would be needed for The Villas.

**MOTION:** (Jim/Steve) Approve the parking policy as presented by Management and the towing agreement with Custom Towing.

**Vote:** Motion Passed 4 ayes/0 nays/1 abstention (Craig)

**MOTION:** (Robert/Jim) Have five (5) signs installed at The Villas of Willow Cove Condominium at a cost of \$135.00 per sign.

**Vote:** Motion Passed – 4 ayes.0 nays/1 abstention (Craig)

9. Winterspoon Tennis Court

It was noted that the net on the tennis courts at Winterspoon Lane is down and there are significant cracks in the surface.

It was also noted that since the lighting was installed, teens and young adults are hanging out in the area after dark. Management noted that with the “No Trespassing” signs installed that police can arrest on CVS property. Management has requested that the security patrols monitor this area several times during their scheduled patrols.

It was also noted that lights at the Winterspoon Pool are not being left on at night, and the security cameras cannot pick up activity if the lights are out. It was noted that the life guards often turn off the breakers. Management suggested looking into photocell lights.

10. Pit Bull Rule

Management noted that CVS still has a pit bull rule in place. Management contacted Legal Counsel for comment on the pit bull ruling. Legal Counsel noted that the 2014 legislation that was enacted no longer applies to associations, and the pit bull rule that CVS adopted is no longer necessary. Management recommends that the Board rescind the Pit Bull Rule for CVS.

**MOTION:** (Robert/Jim) Rescind the Pit Bull Rule for CVS.

**Vote:** Motion Passed – 4 ayes/0 nays/1 abstention (Craig)

**H. NEW BUSINESS**

1. Kathie Matthews noted that three (3) mattresses are leaning up against the Lake Park Court sign. Management will have these mattresses removed.

**Steve Buc left at 9:00 p.m.**

**I. ADJOURNMENT OF THE BOARD OF DIRECTORS MEETING**

**MOTION:** (Jim/Kathie) Adjourn the Board of Directors Meeting and move into Closed Meeting at 9:04 p.m.

**Vote:** Motion Passed – Unanimous

**J. RESULTS OF THE CLOSED MEETING**

The Board reviewed several delinquent accounts, and Craig Wilson resigned as a Board member.

**K. ADJOURNMENT OF THE CLOSED MEETING**

**MOTION:** (Jim/Kathie) Adjourn the Closed Meeting at 9:09 p.m.

**Vote:** Motion Passed – 3 ayes/0 nays/1 abstention (Craig)